



Billing Code 8320-01

DEPARTMENT OF VETERANS AFFAIRS

[OMB Control No. 2900-0028]

Agency Information Collection (Application of Service Representative for Placement on Mailing List; Request for and Consent to Release of Information from Claimant's Records; Request to Correspondent for Identifying Information; and 38 CFR 1.519(A) Lists of Names and Addresses) Under OMB Review

AGENCY: Veterans Benefits Administration, Department of Veterans Affairs.

ACTION: Notice.

SUMMARY: In compliance with the Paperwork Reduction Act (PRA) of 1995 (44 U.S.C. 3501-3521), this notice announces that the Veterans Benefits Administration (VBA), Department of Veterans Affairs, will submit the collection of information abstracted below to the Office of Management and Budget (OMB) for review and comment. The PRA submission describes the nature of the information collection and its expected cost and burden; it includes the actual data collection instrument.

DATES: Comments must be submitted on or before [INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

ADDRESSES: Submit written comments on the collection of information through www.Regulations.gov, or to Office of Information and Regulatory Affairs, Office of

Management and Budget, Attn: VA Desk Officer; 725 17th St. NW, Washington, DC 20503 or sent through electronic mail to oir_submission@omb.eop.gov. Please refer to “OMB Control No. 2900-0028” in any correspondence.

FOR FURTHER INFORMATION CONTACT: Crystal Rennie, Enterprise Records Service (005R1B), Department of Veterans Affairs, 810 Vermont Avenue, NW, Washington, DC 20420, (202) 632-7492 or e-mail crystal.rennie@va.gov. Please refer to “OMB Control No. 2900-0028.”

SUPPLEMENTAL INFORMATION:

Titles:

- a. Application of Service Representative for Placement on Mailing List, VA Form 3215.
- b. Request for and Consent to Release of Information from Claimant’s Records, VA Form 3288.
- c. Request to Correspondent for Identifying Information, VA Form Letter 70-2.
- d. 38 CFR 1.519(A) Lists of Names and Addresses.

OMB Control Number: 2900-0028.

Type of Review: Revision of a currently approved collection.

- a. Abstract: VA operates an outreach services program to ensure Veterans and beneficiaries have information about benefits and services to which they may be entitled. To support the program, VA distributes copies of publications to Veterans Service Organizations’ representatives to be used in rendering services and representation of Veterans, their spouses and dependents. Service organizations

complete VA Form 3215 to request placement on a mailing list for specific VA publications.

- b. Veterans or beneficiaries complete VA Form 3288 to provide VA with a written consent to release his or her records or information to third parties such as insurance companies, physicians and other individuals.
- c. VA Form Letter 70-2 is used to obtain additional information from a correspondent when the incoming correspondence does not provide sufficient information to identify a Veteran. VA personnel use the information to identify the Veteran, determine the location of a specific file, and to accomplish the action requested by the correspondent such as processing a benefit claim or file material in the individual's claims folder.
- d. Title 38 U.S.C.5701 (f)(1) authorized the disclosure of names or addresses, or both of present or former members of the Armed Forces and/or their beneficiaries to nonprofit organizations (including members of Congress) to notify Veterans of Title 38 benefits and to provide assistance to Veterans in obtaining these benefits. This release includes VA's Outreach Program for the purpose of advising Veterans of non-VA Federal State and local benefits and programs.

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The *Federal Register* Notice with a 60-day comment period soliciting comments on this collection of information was published on February 11, 2014, at pages 8244-8245.

Affected Public: Individuals or households, Not for profit institutions, and State, local or tribal government.

Estimated Annual Burden:

- a. Application of Service Representative for Placement on Mailing List, VA Form 3215 – 25 hours.
- b. Request for and Consent to Release of Information from Claimant's Records, VA Form 3288 – 18,875 hours.
- c. Request to Correspondent for Identifying Information, VA Form Letter 70-2 – 3,750 hours.
- d. 38 CFR 1.519(A) Lists of Names and Addresses – 50 hours.

Estimated Average Burden Per Respondent:

- a. Application of Service Representative for Placement on Mailing List, VA Form 3215 – 10 minutes.
- b. Request for and Consent to Release of Information from Claimant's Records, VA Form 3288 – 7.5 minutes.
- c. Request to Correspondent for Identifying Information, VA Form Letter 70-2 - 5 minutes.
- d. 38 CFR 1.519(A) Lists of Names and Addresses – 60 minutes.

Frequency of Response: On occasion.

Estimated Number of Respondents:

- a. Application of Service Representative for Placement on Mailing List, VA Form 3215 – 150.

- b. Request for and Consent to Release of Information from Claimant's Records, VA Form 3288 – 151,000.
- c. Request to Correspondent for Identifying Information, VA Form Letter 70-2 – 45,000.
- d. 38 CFR 1.519(A) Lists of Names and Addresses – 50.

Dated: May 13, 2014.

By direction of the Secretary.

Crystal Rennie, VA Clearance Officer,
Department of Veterans Affairs.

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